

## **Instructions for Certificates and Obtaining Continuing Education Units (CEUs)**

Certificates for APHIS field employees and participants from outside APHIS (excluding military) should be signed by the respective AVIC. Certificates for military participants should be signed by appropriate level.

The certificate is available in Word Pro and Microsoft Word formats. Please download the version compatible for you and modify *Participant Name* and *Approving Official* as appropriate.

There is a certificate for those attending one day and a different certificate for those attending both days.